

Mississippi Criminal Information Center Policy: 14.001

14.001.01 Background Check Fee

1. Non-governmental Entity or Employer

- a. State conviction information shall be made available for the following non-criminal justice purpose: To any non-governmental entity or any employer authorized either in writing by the person who is the subject of a requested record or if authorized by state or federal law to receive such information. Information disseminated for non-criminal justice purposes shall be used only for the purpose for which it was made available and may not be re-disseminated. The existence or non-existence of criminal history record information shall not be confirmed to any person or organization that is not eligible by law to receive the information. Non-conviction information shall not be available for non-criminal justice purposes. Non-governmental entity or employer requests must provide proper identification and authorization information from the person who is the subject of a requested record and any request must further adhere to the C.I.C. policies established for obtaining record checks.
- b. The statutory right to review a person's own criminal history record information shall not be used by a prospective employer or others as a means to circumvent procedures or fees for accessing records for non-criminal justice purposes. The C.I.C. may impose procedures, including the submission of fingerprints, fees or restrictions, as are reasonable and necessary for security, to verify identities, and for orderly and efficient information access. Release of State conviction information for non-criminal justice purposes shall be made only by the Center pursuant to certain statutory limitations. Such records will not be released or disclosed for non-criminal justice purposes by other agencies in the State. There is a \$32.00 fee to process the fingerprint check.

Statutory Authority: Miss. Code Ann. §45-27-12